



ADOPT-A- HIGH SCHOOL PROGRAM CALENDAR OF VOLUNTEER ACTIVITIES

October

- Contact the high school and introduce yourself to the high school representative.
- Establish a calendar and verify what financial aid informational activities are planned for seniors and their families for the year.
- Ensure, to a reasonable extent, there is no duplication of services through programs already in place at the high school.
- Offer assistance and provide materials. (The Commission will provide materials.)
- Volunteer to do a financial aid presentation for the senior class, a parent's night, or the appropriate function established by the school. Or if you are not able to present, offer to find an appropriate presenter.

November

- Verify that the high school has received its GPA Verification forms.
- Check that the high school has a process in place for calculating and submitting verified GPAs to the Commission. Offer assistance in helping the high school use the GPA by diskette process or the Cal Grant Grade Point Average Calculation Tool on the Commission's website. (The Commission will provide assistance to the volunteer.)
- Check that the appropriate high school staff has access to or copies of the FAFSA video and the FAFSA instructional curriculum.
- Make sure the high school has an adequate supply of Cal Grant Entitlement Information sheets for distribution to all seniors.

December

- Verify that the high school has received its supply of FAFSA forms and, if not, offer assistance in securing them.
- Check that the high school or the community provides access to PCs for seniors to use to file their FAFSAs through FAFSA on the WEB. Assist seniors in applying for a FAFSA PIN.

January

- Follow-up with the high school contact and meet any requests for assistance. For example, staffing a parents' night, a hands-on FAFSA workshop or assisting an economics teacher with the instructional curriculum developed by the Commission. Depending on the size of the senior class at your adopted school, consider visiting senior classrooms and speaking directly to students. Or if the school has a large senior class, consider addressing students at a senior class general assembly. Some topics for discussion are: benefits of postsecondary education, average salary comparisons for educational attainment, the second chance offered by community college attendance or alternatives when a student's GPA doesn't meet the Cal Grant minimum, or, pass out financial aid information.
- Verify that seniors' calculated GPAs have been filed with the Commission.

February

- Sunday, February 2, 2003, is the planned date for College Goal Sunday, a statewide effort to help parents and students complete the FAFSA form. Workshops and information booths will be available throughout the state. Consider being a volunteer for College Goal Sunday to round out your Adopt-a-High School activities.
- Provide the Commission with feedback about the program and complete the program information survey.